

Excerpt from eNews (News from RSL Victoria) – 8 March 2022

Sub-Branch Remits

Sub-Branches may submit in writing to the Agenda Sub-Committee matters (Remits) to be included on the agenda for Annual Conference 2022. Sub-Branch Remits must be debated and agreed to by members at a Sub-Branch General Meeting. In calling a General Meeting, Sub-Branches are reminded of the requirement to give 14 days' notice to all members.

Submitting a Remit

All Remits submitted by a Sub-Branch to the Agenda Sub-Committee must be supported by a written rationale relating to each matter and clearly detailing what the various rules changes are. In recent times many Remits have been deficient in each of these aspects and could not be accepted. While the agenda committee and RSL Vic staff will provide advice to assist, it is not their role to rewrite Sub-Branch Remits.

Any remit that seeks to amend the rules of the Branch must be in a form that can be put to the members and satisfies the requirements of the Associations Incorporation Reform Act 2012 for special resolutions. This means that it must clearly articulate the rules to be deleted, changed or inserted including consequential amendments needed within other sections of the rules affected. Any remit that sets out to amend or add to the current Rules must be prefaced with the words "That the Rules of the Branch...".

Each remit must be accompanied by a detailed rationale. The rationale must be detailed enough to enable members to understand the purpose and outcome sought by the rule change. While the mechanics of what rules are being changed is vital to meet legal requirements, the rationale provides the reason as to why the change is sought so that members can understand the purpose in considering whether to support or not support the change.

When submitting Remits, the Sub-Branch President and Secretary must certify that the Remits were debated and agreed to at a General Meeting of the Sub-Branch including the date, time and place of the General Meeting.

Remits may be submitted:

- **Via email** – attach completed template and email to adminservices@rslvic.com.au – email titled "Attention: Agenda Sub-Committee - Sub-Branch Name"

OR

- **Hard Copy Form** – complete the attached template and send by post addressed to: Agenda Sub-Committee, ANZAC House 4 Collins Street, Melbourne VIC 3000.

Deadline for Submission of Remits

All Remits must be received by the State Branch no later than midnight on 15 April 2022. This allows time for the Agenda Sub-Committee to review, consult where required, and finalise items on the agenda. Any Remits received after this date will be held over to the 2023 Annual Conference.

Review of Remits

The Agenda Sub-Committee will review Remits and may, after consultation with the Sub-Branch, choose to amend or omit the item. Once the Agenda Sub-Committee has met and decided each matter, Sub-Branches will be advised if the motion will be included on the Agenda. Remits voted in and lost at an Annual Conference in the last five years are generally not able to be reconsidered.